

HEADQUARTERS MONTANA WING
CIVIL AIR PATROL
MONTANA/WYOMING ENCAMPMENT
FORT HARRISON, MT
14-22 June 2003

ENCAMPMENT BOOKLET



GENERAL INFORMATION

1. **COMMUNICATIONS:** Cadets will be able to make limited phone calls but not be able to receive any calls (except in the case of an emergency). We ask that no mail be sent to cadets during the encampment due to the short duration of the encampment. Parents needing to communicate with a cadet or CAP personnel should contact:

Encampment Commander Office Phone **406-xxx-xxxx**
Cell Phone **xxx-xxxx**
2. **TRANSPORTATION:** Parents/Guardians are responsible for providing transportation to/from the encampment. CAP units arranging transport for groups must notify the Encampment Commander of the plans at least 48 hours in advance. Cadets traveling by commercial bus or plane must notify the encampment commander of their arrival information by **1 June 2003**. Cadets please bring the encampment phone number with you in case your travel plans change.
3. **MONEY:** Checks or money orders can not be cashed at the encampment. Cash, valuables and contraband will be stored in security sack available at check-in. Other than funds for travel, cadets should not bring more than \$10.00 for expenses.
4. **PERSONAL PROPERTY:** Montana Wing and/or the Montana National Guard is not responsible for any item of personal property brought to the encampment. It is not advisable to bring any item not included on the packing list. All clothing and equipment must be marked with your last name, first initial by using permanent marker or writing on waterproof tape.
5. **HEALTH/MEDICAL:** Personal/dental hygiene is required daily. There will be a medical officer available to handle accidents/illness/dispensing over the counter and prescription medications brought by the cadets. All over the counter and prescription medications will be secured and dispensed by the Medical Officer during encampment. Make sure all prescription medication have the cadet's name, type of medication, and dosage on the bottle. Cadets are expected to be in good physical condition. A physician's statement must be provided regarding any medical limitations of a cadet. Parents will be notified of serious injuries or illness.
6. **LAUNDRY:** Washers and dryers are available at no cost. Laundry detergent will be provided. Cadets will have limited opportunity to use the laundry facility, so bring adequate clothing for the duration of the encampment.
7. **ENCAMPMENT CREDIT:** Cadets must complete 80% of instruction and perform in a satisfactory manner (including code of conduct and attitude) to receive official encampment credit and a Certificate of Completion.
8. **DISMISSAL:** Cadets who do not conform to CAP regulations, code of conduct, or whose actions jeopardize the safety of cadets or personnel at the encampment will be subject to disciplinary action including dismissal. The possession or use of illegal drugs, intoxicating beverages, weapons, explosives, or any flame producing devices is strictly prohibited. Destruction or theft of government/CAP/personal property will be grounds for immediate dismissal.
9. **WITHDRAWAL:** \$50 of the encampment cost is non-refundable. Withdrawal deadline is 15 May 2003

10. **TRAVEL INFORMATION:**

Commercial Airlines- nearest airport is Helena Regional Airport, Helena, MT
Commercial carriers are- Delta, Horizon, Alaska, Big Sky

General Aviation- nearest airport is Helena Regional Airport, Helena, MT

Driving Directions- Take US 15 to Exit #198? (Helena Capital Exit), Travel west on US 12 approximately (10 miles). Turn right on Willams Street travel () miles to main gate. Go through main gate to stop sign. You will see a large 3 story brick building on your right.

11. **VISITORS:** Visitors, with the exception of graduation, are not allowed without the prior approval of the encampment Commander. (A Military Support Authorization must be on file with Fort Harrison for all personnel on site, prior to the start of the encampment.)

Encampment Code Of Conduct

PROHIBITED ITEMS (the following items will be confiscated immediately)

Food items or any type of drinks. Cadets with special dietary requirements must notify the encampment commander in writing prior to the activity.

Nintendos, electronic games, radios, boom box, CD players, cassette players, walkmans, cell phones, alarm clocks.

Weapons – this includes squirt guns, pellet guns, paint ball guns, and knives

Explosives/fireworks/flammable liquid/ammunition

Gambling- playing cards, dice

Pornographic/Sexually explicit material – or any material of questionable taste

Tobacco products

Alcohol- of any sort

Narcotics- of any sort. All over-the-counter and prescription drugs will be secured and administered by the Medical Officer.

Inappropriate Clothing- any clothing that is revealing or contains inappropriate sayings or illustrations. The decision of the encampment commander is final, no appeals will be entertained.

PROHIBITED ACTIONS (cadets who do not conform to CAP regulations, and code of conduct will be subject to disciplinary action)

Abuse-either verbal or physical

Altercations-either verbal or physical

Disrespect-to encampment personnel or cadets

Harassment-either verbal or physical

Hazing-of any sort

Insubordination-to encampment personnel or cadet staff

Lying-of any sort for any reason

Profane or Derogatory Language

Sexual Misconduct/Harassment-of any sort

Stealing-from CAP, a person, or a facility

Unauthorized absence-at any time or from any location, duty assignment, or class

Vandalism-of personal, corporate or facility property

Willful Negligence-carelessness in any manner which results in injury, damage, or loss

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BASIC CADET ENCAMPMENT CONTRACT

(Please Return Contract with CAPF-31)

- ⇒ During the encampment, I will participate actively in all training activities, consistently performing to the highest standards for Civil Air Patrol Cadets
- ⇒ During the encampment, I will consistently adhere to Civil Air Patrol Manual 39-1 in a constant state of readiness for inspection.
- ⇒ During the encampment, I will maintain my quarters and personal gear in accordance with the Cadet Standard Operating Procedures and any Supplements. My quarters and gear will be in a constant state of readiness for inspection.
- ⇒ During the encampment, I will accept and complete all academic assignments in a timely, correct and concise manner.
- ⇒ By the conclusion of the encampment, I will be able to perform as part of a team, cooperating with and supporting other members of the team.
- ⇒ Any unlawful violation by a cadet will be called to the attention of the appropriate authorities. The cadet will be immediately expelled from the encampment, the Wing Commander will be notified, and the cadet will be recommended for termination from CAP for misconduct.
- ⇒ Any cadet found in violation of encampment rules will be subject to disciplinary action. This action will be commensurate with the seriousness of the offense. Cadets guilty of serious violations will be put on report to the Encampment Commander. If necessary, cadets will be dismissed from the encampment and action may be taken to terminate their CAP membership.
- ⇒ Civil Air Patrol Cadets will be held accountable for their actions.

PERSONAL COMMITMENT

I have read all of the above encampment training objectives. I understand what is expected of me and agree to extend every personal effort to achieve these objectives while I am a participating member of the encampment.

Cadet's Name (Please Print) _____ Date _____

Cadet's Signature _____ CAP ID _____

Parent's Name (Please Print) _____ Date _____

Parent's Signature _____

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PARENTAL PERMISSIONS
(Please Return With CAPF-31 Application)

- ☐ My cadet has permission to receive basic military marksmanship instruction
- ☐ My cadet has permission to participate in a standard military confidence (obstacle) course.

I, _____, represent that I am the parent, custodian, or guardian of the cadet described below.

Cadet's Name (Please Print) _____

Signature of Parent or Guardian _____ Date _____



REQUIRED SUPPLEMENTAL INFORMATION
(Please return with CAPF-31 Application)

Is your cadet a vegetarian? ☐ yes ☐ no

Please state your cadet's T-Shirt size: ☐ small ☐ medium ☐ large ☐ x-large

Please attach **a photocopy** of your cadets **CAP ID card** below: